

AN ORDINANCE

BY: COUNCILMEMBERS FELICIA A. MOORE AND

08-O-1455

AN ORDINANCE TO AMEND CHAPTER 114, PERSONNEL, ARTICLE IV, CIVIL SERVICE OF THE CODE OF ORDINANCES, CITY OF ATLANTA, GEORGIA, SO AS TO RESTORE CITY COUNCIL OVERSIGHT OF CITY PERSONNEL ACTIONS; AND FOR OTHER PURPOSES.

**WHEREAS**, the Council adopted and the Mayor approved Ordinance 06-O-2700 creating a new Chapter 114, Personnel; and

**WHEREAS**, the new Chapter 114 included revisions to Sections 114-87, 114-103, 114-105, 114-106, and 114-125, which delegated City Council oversight of personnel actions to administrative appointment authority; and

**WHEREAS**, delegation of oversight has resulted in the curtailment of information to Council which can be pertinent to actions Council may be considering; and

**WHEREAS**, examples of personnel actions removed from Council oversight included review of position reclassifications, employee salary increases, above entry hiring authorizations and other actions; and

**WHEREAS**, the City Council desires to reinstate its oversight of personnel and other transactions as provided for in the City of Atlanta Code of Ordinances Chapter 114 Personnel; and

**WHEREAS**, the City Council overrode the veto of ordinance 08-O-0819 so as to delete Sec. 114-120 Compensation Committee, as the first step to restore Council oversight on personnel matters; and

**WHEREAS**, additional amendments to Chapter 114 Personnel are needed to fully restore Council oversight on personnel matters.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS as follows:**

**Section 1:** That Chapter 114 Article IV be amended to incorporate the indicated changes to Sections 114-87(c), 114-103, 114-105(b), 114-106(c), and 114-125(b), as follows:

Sec. 114-87 (c).

(c) Any amendment to the pay plan by changing a range of the pay grades or by moving a class of positions from one pay grade to another and any amendments to the position classification plan, **including the reclassification, creation, abolishment or salary adjustment of a position(s)** shall be accompanied by a written statement justifying the reason and need for the proposed action and approved by ordinance.

Sec. 114-103. Administration of plan.

The commissioner of human resources shall have the primary responsibility for the administration and maintenance of the classification plan in civil service. The commissioner of human resources may request assistance from other officials and may delegate authority to staff members of department of human resources in carrying out the responsibility. The commissioner of human resources shall periodically review the classification of positions by utilizing job analysis and, as needed, recommend **to the Committee on Finance of the Council** appropriate amendments to the classification plan, such as new classes, the revisions of existing classes, the removal of existing classes from the plan that are no longer required, etc.

Sec. 114-105 (b). Allocation reviews.

(b) The commissioner of human resources shall review such position by having a position classification questionnaire completed by the incumbent, by the supervisor of the position or by the department head. A field study or onsite job audit shall also be made, if deemed appropriate. The commissioner of human resources shall, after considering all of the information obtained, recommend the questioned position be placed in another class or remain in its present class. Recommended changes shall be reviewed by the department of finance for budgetary and financial implications, and the recommendations shall be made to the **Committee on Finance of the Council for approval**. Changes requiring an increase in budget allocation must be adopted by ordinance.

Sec. 114-106 (c). Reclassification of positions.

(c) All such reclassifications shall be **forwarded** to the **committee on finance of the Council** for budgetary and financial implications. **Reclassification requests should be accompanied by a written statement justifying the reason and need for the proposed action and approved by ordinance.** If the action results in an increase in budget, approval is required by ordinance.

Sec. 114-125 (b). New appointments and starting rates.

(b) Any exception to the foregoing shall be **specifically provided for by ordinance, and shall be accompanied by a written explanation as to the reason and justification for the request.**

**Section 2:** That all ordinances and parts of ordinances that are in conflict with the provisions of this ordinance are waived to the extent of the conflict.